

**DEPARTMENT OF WORKFORCE  
DEVELOPMENT**

Secretary Roberta Gassman  
201 East Washington Avenue  
P.O. Box 7946  
Madison, WI 53707-7946  
Telephone: (608) 266-7552  
FAX: (608) 266-1784  
www.dwd.state.wi.us



**State of Wisconsin  
Governor Jim Doyle**

**DEPARTMENT OF HEALTH AND  
FAMILY SERVICES**

Secretary Helene Nelson  
1 West Wilson Street  
P.O. Box 7850  
Madison, WI 53707-7850  
Telephone: (608) 266-9622  
FAX: (608) 266-7882  
www.dhfs.wisconsin.gov

**TO: Economic Support Supervisors  
Economic Support Lead Workers  
Training Staff  
Child Care Coordinators  
W-2 Agencies  
Workforce Development Boards  
Job Center Leads and Managers**

**FROM: Amy Mendel-Clemens  
Communications Section  
Bureau of Health Care Eligibility  
Division of Health Care Financing**

**BHCE/BWP OPERATIONS MEMO**

**No: 04-57**

**DATE 11/05/2004**

FS	<input type="checkbox"/>	MA	<input checked="" type="checkbox"/>	SC	<input type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input type="checkbox"/>	W-2	<input type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>	RAP	<input type="checkbox"/>
WIA	<input type="checkbox"/>	WtW	<input type="checkbox"/>		
Other	EP	<input type="checkbox"/>	★		

**PRIORITY: HIGH**

**SUBJECT: MMIS Medicare Premium Assistance (Buy-In) Redesign**

**CROSS REFERENCE:** Operations Memo 03-02

**EFFECTIVE DATE:** November 8, 2004

**PURPOSE**

This memo outlines changes made to the Medicaid Management Information System (MMIS) as required by Federal Regulation.

**BACKGROUND**

The Centers for Medicare and Medicaid Systems (CMS) is the federal agency within the U.S. Department of Health and Human Services that administers the Medicare Program and works in partnership with states to administer Medicaid, State Children's Health Insurance Programs (SCHIP) such as BadgerCare, and HIPAA.

CMS requires a new electronic record format to communicate Medicare Premium Assistance (Buy-In) information between the MMIS and CMS. CMS approved Wisconsin for a November 2004 implementation of this change. The new record format, includes the premium assistance start and stop dates associated with the premium assistance amount. Workers will see the effects of the Buy-In redesign on EDSNET 'RM' Recipient Medicare Segment and the monthly

HMNR455Q 'Monthly Buy-In Activity Report'. We also hope to experience fewer CMS rejections (like TXN Code 2161B) to our requests to begin Buy-In.

## **PROCESS**

Workers will see changes to the EDSNET 'RM' online screen on November 8, 2004. EDS will mail the revised HMNR455Q activity report to counties around November 10, 2004 depending on verification of the first production cycle. Also in November 2004, the monthly MMIS Buy-In process becomes two-phased.

- Phase 1 – Around the 8th of each month, MMIS receives the CMS Buy-In records, applies them to the 'RM' online screen, and prints the HMNR455Q activity report.
- Phase 2 – After adverse action each month, MMIS sends CMS new requests to start or stop Buy-In.

The two-phased process is intended to allow eligibility workers, as well as DHFS and EDS Buy-In analysts, time to make recipient file corrections and resolve Buy-In issues before sending CMS new requests.

### **MMIS TRAINING GUIDE UPDATE**

The MMIS Training Guide has also been updated; the following changes have been made:

- Updates to online screen documentation:
  - RB - minor changes
  - RE - minor changes
  - RM - total replacement
  - RU - new NH Level of care codes
  - RT - minor changes to field definitions resulting from HIPPA implementations
- Total replacement of Addendum III - MCP Codes and Descriptions.
- Modified 'examples' to remove individual identifying information per HIPPA requirements.
- Removed screen examples from Worker Resolution of MMIS Edits section.
- Appendix B: Medical Status – minor corrections have been made.

### **MEDICARE PREMIUM ASSISTANCE (BUY-IN) PROCESS UPDATE**

The following changes have been made to the Buy-In Cycle overview document:

- Updated the document to reflect the new process.
- Updated the section referring to the HMNR455Q (Buy-In Activity Report) and included a new report example in the new format along with new field definitions.

Changes within both documents are noted with a right margin edit bar. Both updated documents can also be found on the EM web page under Handbooks and Manuals at:

<http://www.dhfs.state.wi.us/em/>

## **CONTACTS**

BHCE CARES Information & Problem Resolution Center

★Program Categories – FS – FoodShare, MA – Medicaid, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – Food Stamp Employment and Training, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WtW – Welfare to Work, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DHFS/DHCF/BHCE/JE